

CONTRACT #2
RFS # 345.71-711

**Department of Human
Services
Division of Disability
Determination**

VENDOR:
**Versa Management Systems,
Inc.**



**STATE OF TENNESSEE
DEPARTMENT OF HUMAN SERVICES**

www.state.tn.us/humanserv/
CITIZENS PLAZA BUILDING
400 DEADERICK STREET
NASHVILLE, TN 37248
Telephone 615-313-4700 TTY 1-800-270-1349
Fax 615-741-4165

RECEIVED

JUL 28 2006

FISCAL REVIEW

PHIL BREDESEN
Governor

VIRGINIA T. LODGE
Commissioner

July 27, 2006

James W. White, Executive Director
General Assembly of the State of Tennessee
Fiscal Review Committee
320 Sixth Avenue North—8th Floor
Rachel Jackson Building
Nashville, TN 37243-0057

Dear Director White:

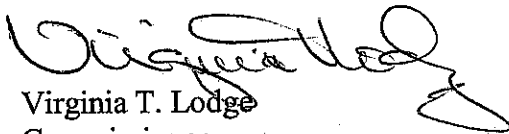
Since 1996, the Tennessee Disability Determination Services (TDDS) has entered into an annual maintenance contract with Versa Management Systems to provide major systems upgrades, modify ongoing day-to-day software support, effect system enhancements, and achieve other changes mandated by the Social Security Administration (SSA) for DDS programs. Each year, prior to extending the contract term through amendment, TDDS' systems personnel make an inquiry with Versa management in order to determine if there will be any hourly rate changes or program analysis cost changes applicable to the upcoming contract year. Rate changes are approved if they fall within the national standards for the work requested, and the Social Security Administration agrees to fund the changes. This year, the rates have increased due to Document Management Architecture (DMA) and Electronic Disability Insurance Benefits (eDIB) programming. These projects are ongoing, and programmer time is more costly for enhancements due to commitments to SSA's priority Disability Services Initiative (DSI) project rollout. Programming and analysis costs over and above these projects necessitate an increase due to personnel assignment costs to expediently accommodate state requested and SSA mandated projects.

James W. White, Executive Director
July 27, 2006
Page 2

Versa Management Systems, Inc. is the sole proprietor of software currently used to operate the SSA/TDDS AS/400 computer and IWA/LAN system. Versa has contracts with Tennessee and seventeen other states to provide ongoing day-to-day software support, systems enhancements, and other SSA mandated modifications. These states are known as IBM/Versa Users Group, and they share the cost of new modifications. Through its maintenance contract, the TDDS can purchase new application packages and enhancements in a shared cost arrangement with other states, resulting in significant cost savings. Versa provides more functionality than is provided by other SSA approved software providers. Furthermore, it would not only be cost prohibitive to terminate the services of Versa in favor of another service provider, but it would also have a catastrophic effect on TDDS' efforts to provide timely disability decisions to customers, due to significant periods of downtime in changing systems.

Due to the unique nature of the current Versa Case Expert software to the TDDS system operation, as well as Versa's knowledge and experience, and the cost sharing opportunity through SSA, I respectfully request that the current maintenance contract be extended through September 30, 2007. Costs incurred under this contract are funded in their entirety by the Social Security Administration. Thank you for your consideration of this non-competitive contract amendment.

Sincerely,



Virginia T. Lodge
Commissioner

VTL:kl



TENNESSEE DISABILITY DETERMINATION SERVICES

MEMORANDUM

TO: Bill Ezell, Chief Information Officer OIR

FROM: Kelly Long, DDS Contracts Supervisor

SUBJECT: 345.71-711

DATE: 7/17/06

Each year, prior to initiating a contract amendment, Tennessee Disability Determination Systems personnel make an inquiry with Versa management to determine if there are any hourly rate changes or program analysis cost changes. Rate changes are approved if the changes fall within the national standards for the work requested and Social Security Administration (SSA) agrees to fund the requested changes. This year the rates have increased due to Document Management Architecture (DMA) and Electronic Disability Insurance Benefits (eDIB) programming. This project is continuing, and programmer time is more costly for enhancements due to project commitments to SSA's Disability Service Initiative (DSI) rollout. This is the SSA Commissioner's priority project. Programming and analysis costs over and above these projects necessitate an increase due to personnel assignment costs to accommodate state requested and SSA mandated projects in a timely manner.

Versa Management Systems, Inc. is the sole proprietor of the software currently used to operate the SSA/Tennessee Disability Determination Services's (TDDS) AS/400 computer and IWA/LAN system. Since 1996 the TDDS has entered into an annual maintenance contract with Versa to provide major upgrades, modify and update the system. Versa has contracts with 17 other states to provide ongoing day to day software support, systems enhancements and other required changes mandated by SSA for DDS programs. These states are known as IBM/Versa Users Group and they share the cost of new modifications. Through this maintenance contract, the TDDS can purchase new application packages and enhancements in a shared cost arrangement with other states, which results in significant cost savings. The contract period for the current maintenance agreement is through September 30, 2006.

Due to the uniqueness of the current VDDS software to the TDDS operation, Versa's knowledge, experience, and the cost sharing opportunity arrangement through SSA, we respectfully request that the current maintenance contract be extended through September 30, 2007.

All cost under this contract are covered 100% by federal funds from the Social Security Administration. Your consideration of this sole source request is appreciated.

REQUEST: NON-COMPETITIVE AMENDMENT

RECEIVED

APPROVED

JUL 28 2006

FISCAL REVIEW

Commissioner of Finance & Administration

Date:

EACH REQUEST ITEM BELOW MUST BE DETAILED OR ADDRESSED AS REQUIRED.

1) RFS #	345.71-711	
2) State Agency Name :	Department of Human Services Disability Determination Section	
EXISTING CONTRACT INFORMATION		
3) Service Caption :	Computer Maintenance and Software Services for the Department of Human Services Disability Determination Section/Social Security Administration Computer System	
4) Contractor :	Versa Management Systems, Inc.	
5) Contract #	FA 04-15746	
6) Contract Start Date :	10/01/03	
7) <u>Current</u> Contract End Date IF <u>all</u> Options to Extend the Contract are Exercised :	9/30/08	
8) <u>Current</u> Total Maximum Cost IF <u>all</u> Options to Extend the Contract are Exercised :	\$800,000.00	
PROPOSED AMENDMENT INFORMATION		
9) <u>Proposed</u> Amendment #	03	
10) <u>Proposed</u> Amendment Effective Date : (attached explanation required if date is < 60 days after F&A receipt)	10/01/06	
11) <u>Proposed</u> Contract End Date IF <u>all</u> Options to Extend the Contract are Exercised :	9/30/08	
12) <u>Proposed</u> Total Maximum Cost IF <u>all</u> Options to Extend the Contract are Exercised :	\$800,000.00	
13) Approval Criteria : (select one)	<input checked="checked" type="checkbox"/> use of Non-Competitive Negotiation is in the best interest of the state <input type="checkbox"/> only one uniquely qualified service provider able to provide the service	
14) Description of the Proposed Amendment Effects & Any Additional Service :		
Annual Maintenance and Major Software Upgrades to the Versa Disability Determination System (VDDS)		
15) Explanation of Need for the Proposed Amendment :		
The amendment is needed to provide the Tennessee Disability Determination Services ongoing day to day software support, systems		

enhancements and other required changes mandated by the Social Security Administration for DDS programs. Without this support the agency would not be able to function. To use another source would not be cost effective and would cause the entire agency to shut down and be retrained. This would also result in significant delays in decisions for applicants for Social Security Disability Benefits. The amendment is 100% federally funded by the Social Security Administration.

16) Name & Address of Contractor's Current Principal Owner(s) :
(not required if proposed contractor is a state education institution)

Versa Systems, Inc. 110 North Kenilworth Avenue #7-A Oak Park Illinois 60301-1218

17) Documentation of Office for Information Resources Endorsement :
(required only if the subject service involves information technology)

select one:

☐

Documentation Not Applicable to this Request

X

Documentation Attached to this Request

18) Documentation of Department of Personnel Endorsement :
(required only if the subject service involves training for state employees)

select one:

X

Documentation Not Applicable to this Request

☐

Documentation Attached to this Request

19) Documentation of State Architect Endorsement :
(required only if the subject service involves construction or real property related services)

select one:

X

Documentation Not Applicable to this Request

☐

Documentation Attached to this Request

20) Description of Procuring Agency Efforts to Identify Reasonable, Competitive, Procurement Alternatives :

See #21

21) Justification for the Proposed Non-Competitive Amendment :

Versa has proprietary interest in the software with the Social Security Administration and no other vendor can modify or update the program

REQUESTING AGENCY HEAD SIGNATURE & DATE :

(must be signed & dated by the ACTUAL procuring agency head as detailed on the Signature Certification on file with OCR— signature by an authorized signatory will be accepted only in documented exigent circumstances)

Agency Head Signature

Date

02/28/06

**FAX TRANSMITTAL**

TO : Bill Ezell, Chief Information Officer
Office for Information Resources **FAX # 532-0471**

FROM : Kelly Long **FAX # 253-1779**

DATE : 7/17/06

RFS # 345.71-711

RE : Procurement Endorsement — Annual maintenance and major software upgrades to the Versa Disability Systems (VDDS)

NUMBER OF FAX PAGES (including cover) : 37

The nature and scope of service detailed in the attached service procurement document(s) appears to require Office for Information Resources (OIR) review and support, because the procurement involves information technology or information systems services.

This communication seeks to ensure that OIR is aware of the procurement and has an opportunity to review the matter. Please determine whether OIR is supportive of the procurement. If you have any questions or concerns about this matter, please call Kelly Long at 743-7843

Please indicate below your response to this proposed procurement, and return this communication at your earliest convenience (note the return FAX number above).

Thank you for your help.

Attachment(s)

OIR Endorsement :

Bill Ezell (gc)

7/17/06

OIR Chief Information Officer Signature

Date

CONTRACT SUMMARY SHEET

060706

RFS #	Contract #
345.71-711	FA 04-15746-03
State Agency	State Agency Division
DEPARTMENT OF HUMAN SERVICES	DISABILITY DETERMINATION
Contractor Name	Contractor ID # (FEIN or SSN)
VERSA MANAGEMENT SYSTEMS, INC.	<input type="checkbox"/> C- or <input checked="" type="checkbox"/> V- V362989060-02

Service Description			
TECHNICAL ASSISTANCE			
Contract Begin Date	Contract End Date	SUBRECIPIENT or VENDOR?	CFDA #
October 01, 2003	September 30, 2007	VENDOR	96.001

Mark Each TRUE Statement					
<input checked="" type="checkbox"/> Contractor is on STARS			<input checked="" type="checkbox"/> Contractor's Form W-9 is on file in Accounts		
Allotment Code	Cost Center	Object Code	Fund	Funding Grant Code	Funding Subgrant Code
345.71	909	082	11	393	N/A
FY	State	Federal	Interdepartmental	Other	TOTAL Contract Amount
2004	\$0.00	\$120,000.00	\$0.00	\$0.00	\$120,000.00
2005	\$0.00	\$160,000.00	\$0.00	\$0.00	\$160,000.00
2006	\$0.00	\$160,000.00	\$0.00	\$0.00	\$160,000.00
2007	\$0.00	\$160,000.00	\$0.00	\$0.00	\$160,000.00
2008	\$0.00	\$40,000.00	\$0.00	\$0.00	\$40,000.00
TOTAL:	\$0.00	\$640,000.00	\$0.00	\$0.00	\$640,000.00

COMPLETE FOR AMENDMENTS ONLY			State Agency Fiscal Contact & Telephone #	
FY	Base Contract & Prior Amendments	THIS Amendment ONLY	Tom Osborne 400 Deaderick Street, Citizens Plaza Building - 5th Floor, Nashville, TN 37248 (615) 313-5367 State Agency Budget Officer Approval: <div style="text-align: right;">Jeffrey W. Roberts July 26, 2006</div>	
2004	\$120,000.00	\$0.00		
2005	\$160,000.00	\$0.00		
2006	\$160,000.00	\$0.00		
2007	\$40,000.00	\$120,000.00		
2008	\$40,000.00	\$40,000.00		
TOTAL:	\$480,000.00	\$160,000.00	Funding Certification (certification required by T.C.A. § 9-4-5113, that there is a balance in the appropriation from which the obligated expenditure is required to be paid that is not otherwise encumbered to pay obligations previously incurred)	
End Date	9/30/2006	9/30/2007		

Contractor Ownership (complete only for base contracts with contract # prefix FA or GR)				
<input type="checkbox"/> African American	<input type="checkbox"/> Person w/ Disability	<input type="checkbox"/> Hispanic	<input type="checkbox"/> Small Business	<input checked="" type="checkbox"/> NOT minority/disadvantaged
<input type="checkbox"/> Asian	<input type="checkbox"/> Female	<input type="checkbox"/> Native American	<input type="checkbox"/> OTHER minority/disadvantaged—	
Contractor Selection Method (complete for ALL base contracts — N/A to amendments or delegated authorities)				
<input type="checkbox"/> RFP	<input type="checkbox"/> Competitive Negotiation	<input type="checkbox"/> Alternative Competitive Method		
<input type="checkbox"/> Non-Competitive Negotiation	<input type="checkbox"/> Negotiation w/ Government (e.g., ID, GG, GU)	<input type="checkbox"/> Other—		
Procurement Process Summary (complete for selection by Alternative Method, Competitive Negotiation, Non-Competitive Negotiation, OR Other)				

**AMENDMENT # 03
TO CONTRACT FA 04-15746**

This Contract, by and between the State of Tennessee, Department of Human Services, hereinafter referred to as the State, and VERSA MANAGEMENT SYSTEMS, INC., hereinafter referred to as the Contractor, is hereby amended as follows:

1. Delete Section B.1 in its entirety and insert the following in its place:

B.1. Contract Term. This Contract shall be effective for the period commencing on October 1, 2003 and ending on September 30, 2007. The State shall have no obligation for services rendered by the Contractor which are not performed within the specified period.

2. Delete Section C.1. in its entirety and insert the following in its place:

C.1. Maximum Liability. In no event shall the maximum liability of the State under this Contract exceed Six Hundred Forty Thousand Dollars and No Cents (\$640,000.00), or One Hundred Sixty Thousand Dollars and No Cents (\$160,000.00) for the period October 1, 2003 through September 30, 2004, and One Hundred Sixty Thousand Dollars and No Cents (\$160,000.00) for the period October 1, 2004 through September 30, 2005, and One Hundred Sixty Thousand Dollars and No Cents (\$160,000.00) for the period October 1, 2005 through September 30, 2006, and One Hundred Sixty Thousand Dollars and No Cents (\$160,000.00) for the period October 1, 2006 through September 30, 2007. The Service Rates in Section C.3. shall constitute the entire compensation due for the Service and all of the Contractor's obligations hereunder regardless of the difficulty, materials or equipment required. The Unit Rates include, but are not limited to, all applicable taxes, fees, overheads, profit, and all other direct and indirect costs incurred or to be incurred by the Contractor.

The Contractor is not entitled to be paid the maximum liability for any period under the Contract or any extensions of the Contract for work not requested by the State. The maximum liability represents available funds for payment to the Contractor and does not guarantee payment of any such funds to the Contractor under this Contract unless the State requests work and the Contractor performs said work. In which case, the Contractor shall be paid in accordance with the Service Rates detailed in Section C.3. The State is under no obligation to request work from the Contractor in any specific dollar amounts or to request any work at all from the Contractor during any period of this Contract.

3. Delete Section C.3. in its entirety and insert the following in its place:

C.3. Payment Methodology. The Contractor shall be compensated based on the Service Rates herein for units of service authorized by the State in a total amount not to exceed the Contract Maximum Liability established in Section C.1. The Contractor's compensation shall be contingent upon the satisfactory completion of units of service or project milestones defined in Section A. The Contractor shall be compensated based upon the following Service Rates for the Period October 1, 2003 through September 30, 2004:

SERVICE UNIT/MILESTONE	AMOUNT
Programming Services	\$120.00/per hour
Technical Analysis	\$130.00/per hour

The Contractor shall be compensated based on upon the following Service Rates for the Period October 1, 2004 through September 30, 2005:

SERVICE UNIT/MILESTONE	AMOUNT
Programming Services	\$125.00/per hour
Technical Analysis	\$137.50/per hour

The Contractor shall be compensated based on upon the following Service Rates for the Period October 1, 2005 through September 30, 2006:

SERVICE UNIT/MILESTONE	AMOUNT
Programming Services	\$125.00/per hour
Technical Analysis	\$135.00/per hour

The Contractor shall be compensated based on upon the following Service Rates for the Period October 1, 2006 through September 30, 2007:

SERVICE UNIT/MILESTONE	AMOUNT
Programming Services	\$130.00/per hour
Technical Analysis	\$140.00/per hour

The Contractor shall submit monthly invoices, in form and substance acceptable to the State with all of the necessary supporting documentation, prior to any payment. Such invoices shall be submitted for completed units of service or project milestones for the amount stipulated.

The other terms and conditions of this CONTRACT not amended hereby shall remain in full force and effect.

IN WITNESS WHEREOF:

VERSA MANAGEMENT SYSTEMS, INC.:

BRENDA RIDDELL, VICE PRESIDENT

Date

DISABILITY DETERMINATION

Tamra L. Smith, Director

Date

Department of Human Services:

Virginia T. Lodge, Commissioner

Date

APPROVED:

DEPARTMENT OF FINANCE AND ADMINISTRATION:

M. D. Goetz, Jr., Commissioner

Date

COMPTROLLER OF THE TREASURY:

John G. Morgan, Comptroller of the Treasury

Date

CONTRACT SUMMARY SHEET

RFS Number: 345.71-711	Contract Number: FA 04-15746-02
State Agency: Department of Human Services	Division: DISABILITY DETERMINATION
Contractor VERSA MANAGEMENT SYSTEMS, INC.	
Contractor Identification Number V362989060-02	
<input checked="" type="checkbox"/> V- <input type="checkbox"/> C-	

Service Description

TECHNICAL ASSISTANCE

Contract Begin Date October 01, 2003	Contract End Date September 30, 2006
--	--

Allotment Code	Cost Center	Object Code	Fund	Grant	Grant Code	Subgrant Code
345.71	909	082	11	<input checked="" type="checkbox"/> on STARS	392	N/A

FY	State Funds	Federal Funds	Interdepartmental Funds	Other Funding	Total Contract Amount (Including ALL amendments)
2004	\$0.00	\$120,000.00	\$0.00	\$0.00	\$120,000.00
2005	\$0.00	\$160,000.00	\$0.00	\$0.00	\$160,000.00
2006	\$0.00	\$160,000.00	\$0.00	\$0.00	\$160,000.00
2007	\$0.00	\$40,000.00	\$0.00	\$0.00	\$40,000.00
Total:	\$0.00	\$480,000.00	\$0.00	\$0.00	\$480,000.00

CFDA # 96.001	Check the box ONLY if the answer is YES:
State Fiscal Contact	Is the Contractor a SUBRECIPIENT? (per OMB A-133) <input type="checkbox"/>
Name: Tom Osborne Address: 400 Deaderick Street Phone: Citizens Plaza Building - 5th Floor Nashville, TN 37248 (615) 313-5367	Is the Contractor a VENDOR? (per OMB A-133) <input checked="" type="checkbox"/>
	Is the Fiscal Year Funding STRICTLY LIMITED? <input checked="" type="checkbox"/>
Procuring Agency Budget Officer Approval Signature	Is the Contractor on STARS? <input checked="" type="checkbox"/>
Jeffrey W. Roberts August 23, 2005	Is the Contractor's FORM W-9 ATTACHED? <input type="checkbox"/>
	Is the Contractors Form W-9 Filed with Accounts? <input checked="" type="checkbox"/>

COMPLETE FOR ALL AMENDMENTS (only)

	Base Contract & Prior Amendments	This Amendment ONLY	Funding Certification
END DATE 9/30/2005		9/30/2006	Pursuant to T.C.A., Section 9-6-113, I, M. D. Goetz, Jr., Commissioner of Finance and Administration, do hereby certify that there is a balance in the appropriation from which this obligation is required to be paid that is otherwise encumbered to pay obligations previously incurred.
FY: 2004	\$120,000.00	\$0.00	
FY: 2005	\$160,000.00	\$0.00	
FY: 2006	\$40,000.00	\$120,000.00	
FY: 2007		\$40,000.00	
Total:	\$320,000.00	\$160,000.00	

OCT 21 2005

DIRECTOR OF ACCOUNTS

RECEIVED
 2005 SEP 26 PM 3:50
 COMPTROLLER'S OFFICE
 OFFICE OF
 MANAGEMENT SERVICES

REQUEST: NON-COMPETITIVE AMENDMENT

APPROVED per attached recommendations
of the FRC & OIRM. J. Goetz
Commissioner of Finance & Administration
Date: 9-19-05EACH REQUEST ITEM BELOW MUST BE DETAILED OR ADDRESSED AS REQUIRED.

1) RFS #	345.71-711		
2) State Agency Name :	Department of Human Services-Disability Determination Section		
EXISTING CONTRACT INFORMATION			
3) Service Caption :	Computer Maintenance and Software Services for the Department of Human Services, Disability Determination Section/ Social Security Administration Computer System		
4) Contractor :	Versa Management Systems, Inc.		
5) Contract #	FA 04-15746		
6) Contract Start Date :			10/01/03
7) <u>Current</u> Contract End Date IF <u>all</u> Options to Extend the Contract are Exercised :			9/30/08
8) <u>Current</u> Total Maximum Cost IF <u>all</u> Options to Extend the Contract are Exercised :			\$800,000.00
PROPOSED AMENDMENT INFORMATION			
9) <u>Proposed</u> Amendment #			02
10) <u>Proposed</u> Amendment Effective Date : (attached explanation required if date is < 60 days after F&A receipt)			10/01/05
11) <u>Proposed</u> Contract End Date IF <u>all</u> Options to Extend the Contract are Exercised :			9/30/08
12) <u>Proposed</u> Total Maximum Cost IF <u>all</u> Options to Extend the Contract are Exercised :			\$800,000.00
13) Approval Criteria : (select one)	<input checked="" type="checkbox"/> use of Non-Competitive Negotiation is in the best interest of the state <input type="checkbox"/> only one uniquely qualified service provider able to provide the service		
14) Description of the Proposed Amendment Effects & Any Additional Service :			
Annual Maintenance and Major Software Upgrades to the Versa Disability Determination System (VDDS)			
15) Explanation of Need for the Proposed Amendment :			

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SEP 09 2005

Office of Contracts Review
588
CY '05

The amendment is needed to provide the Tennessee Disability Determination Services ongoing day to day software support, systems enhancements and other required changes mandated by the Social Security Administration for DDS programs. Without this support the agency would not be able to function. To use another source would not be cost effective and would cause the entire agency to shut down and be retrained. This would also result in significant delays in decisions for applicants for Social Security Disability Benefits. The amendment is 100% federally funded by the Social Security Administration.

16) Name & Address of Contractor's Current Principal Owner(s) :
(not required if proposed contractor is a state education institution)

Versa Systems, Inc. 110 North Kenilworth Ave. #7-A Oak Park Illinois 60301-1218

17) Documentation of Office for Information Resources Endorsement :
(required only if the subject service involves information technology)

select one:

☐

Documentation Not Applicable to this Request

X

Documentation Attached to this Request

18) Documentation of Department of Personnel Endorsement :
(required only if the subject service involves training for state employees)

select one:

X

Documentation Not Applicable to this Request

☐

Documentation Attached to this Request

19) Documentation of State Architect Endorsement :
(required only if the subject service involves construction or real property related services)

select one:

X

Documentation Not Applicable to this Request

☐

Documentation Attached to this Request

20) Description of Procuring Agency Efforts to Identify Reasonable, Competitive, Procurement Alternatives :

See # 21

21) Justification for the Proposed Non-Competitive Amendment :

Versa has proprietary interest in the software with the Social Security Administration and no other vendor can modify or update the program.

REQUESTING AGENCY HEAD SIGNATURE & DATE :

(must be signed & dated by the ACTUAL procuring agency head as detailed on the Signature Certification on file with OCR— signature by an authorized signatory will be accepted only in documented exigent circumstances)

Agency Head Signature

Virginia T. Lodge

Date

9-8-05

C O N T R A C T S U M M A R Y S H E E T

RFS Number: 345.71-711		Contract Number: FA 04-15746-01	
State Agency: Department of Human Services		Division: DISABILITY DETERMINATION	
Contractor VERSA MANAGEMENT SYSTEMS INC.		Contractor Identification Number v362989060-03	
		<input checked="" type="checkbox"/> V- <input type="checkbox"/> C-	
Service Description			
TECHNICAL ASSISTANCE			
Contract Begin Date October 01, 2003		Contract End Date September 30, 2005	
Allotment Code 345.71	Cost Center 909	Object Code 082	Fund 11
		<input checked="" type="checkbox"/> on STARS	Grant Code 391
		Subgrant Code n/a	
FY	State Funds	Federal Funds	Total Contract Amount (including ALL amendments)
2004	\$0.00	\$120,000.00	\$120,000.00
2005	\$0.00	\$160,000.00	\$160,000.00
2006	\$0.00	\$40,000.00	\$40,000.00
Total:	\$0.00	\$320,000.00	\$320,000.00
CFDA # 93.802		Check the box ONLY if the answer is YES:	
State Fiscal Contact		Is the Contractor a SUBRECIPIENT? (per OMB A-133)	<input type="checkbox"/>
Name: Tom Osborne Address: 400 Deaderick Street Phone: Citizens Plaza Building - 5th Floor Nashville, TN 37248 (615) 313-5367		Is the Contractor a VENDOR? (per OMB A-133)	<input checked="" type="checkbox"/>
		Is the Fiscal Year Funding STRICTLY LIMITED?	<input checked="" type="checkbox"/>
Procuring Agency Budget Officer Approval Signature		Is the Contractor on STARS?	<input checked="" type="checkbox"/>
Jeffrey W. Roberts June 8, 2004		Is the Contractor's FORM W-9 ATTACHED?	<input type="checkbox"/>
		Is the Contractors Form W-9 Filed with Accounts?	<input checked="" type="checkbox"/>
COMPLETE FOR ALL AMENDMENTS (only)		Funding Certification	
	Base Contract & Prior Amendments	This Amendment ONLY	Pursuant to T.C.A., Section 9-6-113, I, M. D. Goetz, Jr., Commissioner of Finance and Administration, do hereby certify that there is a balance in the appropriation from which this obligation is required to be paid that is not otherwise encumbered to pay obligations previously incurred.
END DATE →	9/30/2004	9/30/2005	
FY: 2004	\$120,000.00	\$0.00	
FY: 2005	\$40,000.00	\$120,000.00	
FY: 2006		\$40,000.00	
FY:			
FY:			
FY:			
Total:	\$160,000.00	\$160,000.00	

OCT - 5 2004

RECEIVED
 2004 SEP 28 AM 9:52
 COMPTROLLER'S OFFICE
 OFFICE OF
 MANAGEMENT SERVICES

REQUEST: NON-COMPETITIVE AMENDMENT

COPY

APPROVED per attached Fiscal Review
CommitteeMD Gentry
Commissioner of Finance & Administration

Date: 9-24-04

Each of the request items below indicates specific information that must be individually detailed or addressed as required.
A REQUEST CAN NOT BE CONSIDERED IF INFORMATION PROVIDED IS INCOMPLETE, NON-RESPONSIVE, OR DOES NOT
CLEARLY ADDRESS EACH OF THE REQUIREMENTS INDIVIDUALLY AS REQUIRED.

RFS #	345.71-711		
STATE AGENCY NAME :	Department of Human Services-Disability Determination Section		
SERVICE CAPTION :	Computer Maintenance and Software Services for The Department of Human Services, Disability Determination Section/Social Security Administration Computer System		
CONTRACT #	FA 04-15746	PROPOSED AMENDMENT #	01
CONTRACTOR :	Versa Management Systems, Inc.		
CONTRACT START DATE :	10/01/03		
CURRENT, LATEST POSSIBLE END DATE : (including ALL options to extend)	9/30/08		
CURRENT MAXIMUM LIABILITY :	\$800,000.00		
LATEST POSSIBLE END DATE <u>WITH</u> PROPOSED AMENDMENT : (including ALL options to extend)	9/30/08		
TOTAL MAXIMUM COST <u>WITH</u> PROPOSED AMENDMENT : (including ALL options to extend)	\$800,000.00		
APPROVAL CRITERIA : (select one)	<input checked="" type="checkbox"/> use of Non-Competitive Negotiation is in the best interest of the state <input type="checkbox"/> only one uniquely qualified service provider able to provide the service		
ADDITIONAL REQUIRED REQUEST DETAILS BELOW (address each item immediately following the requirement text)			
(1) description of the proposed additional service and amendment effects :			
Annual Maintenance and Major Software Upgrades to the Versa Disability Determination System (VDDS)			
(2) explanation of <u>need for the proposed amendment</u> :			

RECEIVED

JUL 22 2004

#318 6404

Office of Contracts Review

H 2180404

The increase in hourly rate for Programming Services and Technical Analysis is needed to reflect the increase in cost of living in the world economy. Although we are requesting to increase these hourly rates, the maximum liability is not expected to increase for the contract term.

(3) name and address of the proposed contractor's principal owner(s) :
(not required if proposed contractor is a state education institution)

Versa Systems, Inc. 110 North Kenilworth Ave. #7-A Oak Park, Illinois 60301-1218

(4) documentation of OIR endorsement of the Non-Competitive procurement request :
(required only if the subject service involves information technology)

select one:

☐

Documentation Not Applicable to this Request

X

Documentation Attached to this Request

(5) documentation of Department of Personnel endorsement of the Non-Competitive procurement request :
(required only if the subject service involves training for state employees)

select one:

X

Documentation Not Applicable to this Request

☐

Documentation Attached to this Request

(6) description of procuring agency efforts to identify reasonable, competitive, procurement alternatives rather than to use non-competitive negotiation :

See #7


(7) justification of why the F&A Commissioner should approve a Non-Competitive Amendment :

Versa has a proprietary interest in the software with the Social Security Administration and no other vendor can modify or update the program.

AGENCY HEAD REQUEST SIGNATURE:

(must be signed by the ACTUAL procuring agency head as detailed on the Signature Certification on file with OCR — signature by an authorized signatory will be accepted only in documented exigent circumstances)

SIGNATURE DATE:

 7-20-04

CONTRACT SUMMARY SHEET

RFS Number: 345.71-711		Contract Number: FA-04-15746-00	
State Agency: Department of Human Services		Division: DISABILITY DETERMINATION	
Contractor VERSA MANAGEMENT SYSTEMS INC.		Contractor Identification Number v362989060-03	
		<input checked="" type="checkbox"/> V- <input type="checkbox"/> C-	
Service Description			
TECHNICAL ASSISTANCE			
Contract Begin Date October 01, 2003		Contract End Date September 30, 2004	
Allotment Code 345.71	Cost Center 909	Object Code 082	Fund 11
		<input checked="" type="checkbox"/> on STARS	
Grant Code 390	Subgrant Code n/a		
FY	State Funds	Federal Funds	Interdepartmental Funds
2004	\$0.00	\$120,000.00	\$0.00
2005	\$0.00	\$40,000.00	\$0.00
Total:	\$0.00	\$160,000.00	\$0.00
CFDA # 93.802		Check the box ONLY if the answer is YES:	
State Fiscal Contact		Is the Contractor a SUBRECIPIENT? (per OMB A-133)	
Name: Tom Osborne Address: 400 Deaderick Street Phone: Citizens Plaza Building - 5th Floor Nashville, TN 37248 (615) 313-5367		Is the Contractor a VENDOR? (per OMB A-133)	
		Is the Fiscal Year Funding STRICTLY LIMITED?	
Procuring Agency Budget Officer Approval Signature		Is the Contractor on STARS?	
Jeffrey W. Roberts September 29, 2003		Is the Contractor's FORM W-9 ATTACHED?	
		Is the Contractors Form W-9 Filed with Accounts?	
COMPLETE FOR ALL AMENDMENTS (only)		Funding Certification	
	Base Contract & Prior Amendments	This Amendment ONLY	Pursuant to T.C.A., Section 9-6-113, I, M. D. Goetz, Jr., Commissioner of Finance and Administration, do hereby certify that there is a balance in the appropriation from which this obligation is required to be paid that is not otherwise encumbered to pay obligations previously incurred.
END DATE →			
FY:			
FY:			
FY:			
FY:			
FY:			
FY:			
Total:	\$0.00	\$0.00	

PROCESSED

NOV 26 2003

DIRECTOR OF ACCOUNTS

RECEIVED
 2003 NOV 18 AM 11:04
 COMPTROLLER'S OFFICE
 OFFICE OF
 MANAGEMENT SERVICES

REQUEST: NON-COMPETITIVE CONTRACT

APPROVED

Commissioner of Finance & Administration

Date:

RFS #	345.71-711		
SERVICE :	Computer maintenance and software services for the Department of Human Services, Disability Determination Services/Social Security Administration computer system		
PROPOSED CONTRACTOR :	Versa Management Systems, Inc.		
MAXIMUM COST (including all options to extend) :	\$ 800,000.00		
START DATE (≥ 60 days after F&A receipt of request) :	10/01/2003		
END DATE (including all options to extend) :	09/30/2008		
APPROVAL CRITERIA (select one) :			
<input checked="" type="checkbox"/> use of Non-Competitive Negotiation is in the best interest of the state			
<input type="checkbox"/> only one uniquely qualified service provider able to provide the service			
<p>ATTACHED DOCUMENTATION : (attach a written request on agency letterhead, signed and dated by the ACTUAL procuring agency head (signature by an authorized signatory will be accepted only in documented exigent circumstances); the request must reference the item numbers below and detail or attach documentation of each)</p> <ol style="list-style-type: none"> 1) description of service to be acquired; 2) explanation of the need for or requirement placed on the procuring agency to acquire the service; 3) explanation of whether the service was ever bought by the procuring agency in the past, and if so, what method was used to acquire it; 4) name and address of the proposed contractor's principal owner(s) (not required if proposed contractor is a state education institution); 5) evidence that the proposed contractor has experience in providing the service and evidence of the length of time the contractor has provided service; 6) documentation of OIR endorsement of the Non-Competitive procurement request (required <u>only</u> if the subject service involves information technology); 7) documentation of Department of Personnel endorsement of the Non-Competitive procurement request (required <u>only</u> if the subject service involves training for state employees); 8) description of procuring agency efforts to identify reasonable, competitive, procurement alternatives (rather than to use non-competitive negotiation); and 9) justification of why the state should acquire the service through Non-Competitive Negotiation rather than through a competitive process. (NOTE: Being the "only known" or "best" service provider to perform the service as desired is not deemed adequate justification.) 			